



Distr.: General
24 January 2012

Original: English



**United Nations
Environment
Programme**

**Plenary meeting to determine modalities and institutional arrangements for an intergovernmental science-policy platform on biodiversity and ecosystem services
Second session**

Panama City, 16–21 April 2012

Item 4 (e) of the provisional agenda*

Consideration of the modalities and institutional arrangements for an intergovernmental science-policy platform on biodiversity and ecosystem services: host institution or institutions

Joint proposal submitted by the United Nations Environment Programme, the United Nations Educational, Scientific and Cultural Organization, the Food and Agriculture Organization of the United Nations and the United Nations Development Programme to host the secretariat of an intergovernmental science-policy platform on biodiversity and ecosystem services

Note by the secretariat

The annex to the present note presents a joint proposal submitted by the United Nations Environment Programme, the United Nations Educational, Scientific and Cultural Organization, the Food and Agriculture Organization of the United Nations and the United Nations Development Programme to host the secretariat of an intergovernmental science-policy platform on biodiversity and ecosystem services. The proposal was submitted to the Chair of the Bureau on 15 January 2012 for consideration at the second session of the plenary meeting to determine modalities and institutional arrangements for an intergovernmental science-policy platform on biodiversity and ecosystem services. The annex has been presented as received and has not been formally edited.

* UNEP/IPBES.MI/1/1.

Annex

**HOSTING OF THE SECRETARIAT OF THE
INTERGOVERNMENTAL SCIENCE-POLICY PLATFORM ON
BIODIVERSITY AND ECOSYSTEM SERVICES (IPBES)**

A Joint Proposal submitted by:
United Nations Environment Programme (UNEP)
United Nations Educational, Scientific and Cultural Organization (UNESCO)
Food and Agriculture Organization of the United Nations (FAO)
United Nations Development Programme (UNDP)

15th JANUARY 2012

A. INTRODUCTION

1. Responding to the collaboration between UN organizations envisaged and requested in the Busan outcome, the United Nations General Assembly (UNGA) Resolution 65/162, and UNEP Governing Council (UNEP GC) decision 26/4, the first session of the Plenary meeting to determine modalities and institutional arrangements for the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services (IPBES) was held in Nairobi, 3-7 October 2011, convened by UNEP in collaboration with UNESCO, FAO and UNDP. At this first session of the Plenary representatives of Governments decided to, in relation to the hosting of a single administrative secretariat for the platform, “*invite UNEP, UNESCO, FAO and UNDP to submit a joint proposal, which should highlight possible collaborative arrangements, including electronic networking, and clarify the responsibilities of each entity. It should also highlight the advantages and disadvantages and the indicative costs of any options proposed*”, for consideration by the Plenary at its second session.

2. Discussions on the institutional hosting arrangements for the platform at the first session of the Plenary were independent from discussions on the potential physical location of the IPBES Secretariat, for which a parallel process was agreed during the Plenary session. As such, the proposal outlined in this document is presented independently from the options for the physical location of the IPBES Secretariat, and are neither intended to constrain nor prejudice decisions on the eventual location of the platform’s Secretariat.

3. The indicative functions of the IPBES Secretariat were agreed in Annex II to the report of the first session of the Plenary meeting:

“20. The secretariat will have the following indicative administrative functions, acting under the direction of the Plenary:

- (a) Organize meetings and provide administrative support for meetings, including the preparation of documents and reports to the Plenary and its subsidiary bodies as needed;*
- (b) Assist the officers of the Plenary [and any subsidiary bodies established by the Plenary] to undertake their respective functions as decided by the Plenary, including facilitating communication between the various stakeholders of the platform;*
- (c) Facilitate communication among any working groups that might be established by the Plenary;*
- (d) Disseminate public information and assist in outreach activities and in the production of relevant communication materials;*
- (e) Prepare the platform’s draft budget for submission to the Plenary, manage the trust fund[s] and prepare any necessary financial reports;*
- (f) Assist in mobilizing financial resources;*
- (g) Assist in facilitating the monitoring and evaluation of the platform’s work.*

21. Furthermore, the secretariat might be tasked by the Plenary with undertaking technical support functions, such as providing relevant assistance to ensure that the platform implements its work programme. Such potential functions need to be developed following discussion of the work programme and would be implemented under the direction of the Plenary.

22. Options available for the institutional arrangements of the secretariat might include:

(a) [Option 1: A single central secretariat dealing with administrative functions only. In such an arrangement, one or more United Nations organizations and specialized agencies (such as the United Nations Environment Programme, the United Nations Educational, Scientific and Cultural Organization, the Food and Agriculture Organization of the United Nations and the United Nations Development Programme) could consider seconding fully dedicated staff to the platform. At its inception, the secretariat would operate from a single location while exploring networking with regional and thematic technical structures;]

(b) [Option 2: A distributed secretariat dealing with administrative functions at both the central and regional levels. In such an arrangement, United Nations organizations and specialized agencies and other regional organizations with appropriate expertise could consider:

- (i) Providing administrative support to the platform;*
- (ii) Seconding fully dedicated staff;*
- (iii) Exploring networking through the World Wide Web.]¹”*

4. Whilst these (and other potential) options remain for the institutional arrangements of the IPBES Secretariat, this proposal considers the practical arrangements that might be put into place by the four UN organizations in relation to these two options, focusing on the common requirements that might emerge. Common requirements for a potential structure of the central element of the IPBES Secretariat are further elaborated in section D. With options remaining for the institutional arrangements of the IPBES Secretariat, this proposal is therefore indicative, pending final decisions on the governance structure, modalities and institutional arrangements of the platform. For example, under option two above, the provision of administrative support by the UN organizations to a distributed IPBES Secretariat might include providing coordination to the Secretariat through a central coordinating body, liaising with regional hubs based in headquarters and/or regional offices of the various UN organizations. Under this, option the central coordination unit would be relatively small, and focused on the global administrative functions and communications, and all regional activities and administration would be supported by regional Secretariat hubs, staffed by fully dedicated IPBES Secretariat staff members. An alternative would be for administrative coordination to be provided through a central coordinating body, with additional administrative support provided by thematic/work programme specific hubs based at the regional level, hosted by UN and/or other organizations.

5. It is anticipated that the four UN organizations would be required to confirm the details of their support to the IPBES Secretariat through decisions of their governing bodies and/or approval of the Heads of Organizations, as appropriate, subject to the availability of financial resources, and based on the final decisions on the governance structure, modalities and institutional arrangements of IPBES. As such, it is anticipated that whilst the indicative Secretariat arrangements might be agreed at the second session of the Plenary meeting in April 2012, the final collaborative arrangements between the four UN organizations might be agreed during a subsequent meeting of the IPBES Plenary.

6. After a summary of the relevant mandates, functions and experiences of the four UN organizations in relation to the possible elements for consideration in selecting the host institution(s) of the IPBES Secretariat in section B of this proposal, section C presents a rationale for the joint proposal, indicating the added value of collaboration between the UN organizations in providing secretariat support to IPBES. Section D then considers in further detail how the IPBES Secretariat might be composed and might function as a collaborative arrangement between UN organizations. Whilst the options above for the institutional arrangements of the secretariat remain, it is anticipated that many of the overarching collaborative arrangements between UN organizations might be similar across these options. These potential collaborative arrangements are further outlined in an Appendix to this proposal, which might form the basis of an agreement between the UN organizations to provide Secretariat support to IPBES. These arrangements include both the indicative arrangements between the UN organizations, and the possible relationship between the Secretariat of IPBES and the IPBES Plenary and/or Bureau. In instances where the specific interests and potential responsibilities of the four UN organizations for the functions outlined in the appendix vary (for example interest and/or comparative advantages of the four organizations in applying its rules to the appointment of Secretariat staff), this is clarified in the appendix. Such potential distribution of responsibilities aims to identify a more specific potential manner of collaboration, and does not indicate in any way differences in commitment to the overall collaboration on the hosting of IPBES amongst the four organizations.

1 UNEP/IPBES.MI/1/8

B. RELEVANT MANDATES AND EXPERIENCES OF THE FOUR UN ORGANIZATIONS

UNITED NATIONS ENVIRONMENT PROGRAMME (UNEP)

Mandate, functions and experience

7. UNEP was established with a mandate to keep under review the world environmental situation in order to ensure that emerging environmental problems of wide international significance receive appropriate and adequate consideration by governments. UNEP's mission is to provide leadership and encourage partnership in caring for the environment by inspiring, informing, and enabling nations and peoples to improve their quality of life without compromising that of future generations. Working with States and all major groups and stakeholders, UNEP helps to bridge the science policy interface by keeping the state of the global and regional environment under review, identifying threats at an early stage, supporting the development of sound environmental policies, and helping States successfully implement these policies. Ecosystem management and biodiversity conservation are core to UNEP's mandate.

8. UNEP has extensive experience in providing administrative and programmatic support to the hosting of science-based and administrative secretariats, including of various multilateral environmental agreements (including the Convention on Biological Diversity, the Convention on International Trade in Endangered Species, the Convention on Migratory Species, the Regional Seas secretariats, and others) and scientific advisory bodies and others (including the Intergovernmental Panel on Climate Change - for which UNEP also initiated the 2010 InterAcademy Council review process, the Millennium Ecosystem Assessment (MA), the GEF Scientific and Technical Advisory Panel, the UN Scientific Committee on the Effects of Atomic Radiation, and the UNEP International Resource Panel). UNEP has also established strong programmatic links with hosted secretariats, for example on climate change science through emissions gap analysis, climate change adaptation programmes, and work on REDD+. Significant similar opportunities exist with respect to the science of IPBES. The current programme of work of UNEP is organized under six subprogrammes: Ecosystem Management; Environmental Governance; Climate Change; Harmful Substances; Disasters and Conflicts; and Resource Efficiency. These thematic areas are underpinned by a recently adopted Science Strategy that supports UNEP's work in strengthening the scientific support to Member States and the science policy interface.

9. For 40 years, UNEP has been engaged in managing and supporting assessment, early warning, knowledge generation, policy support, capacity building and communications activities. UNEP's experience in scientific assessments includes taking the leading role in the MA and its follow up process, The Economics of Ecosystems and Biodiversity, and the Global Environmental Outlook (GEO) Series (with the fifth GEO comprehensive assessment to be launched in 2012), and contributing to the International Assessment of Agricultural Science and Technology for Development (IAASTD), the Marine Assessment of Assessments, and many additional regional and thematic assessments, including coordinating the Sub-Global Assessment Network (SGA) of over 60 assessments at local, national and regional scales, in partnership with UNEP World Conservation Monitoring Centre (UNEP WCMC) and The Cropper Foundation. UNEP's structure supports a Division (of Early Warning and Assessment) fully dedicated to assessment activities, in addition to a division focused on Ecosystem Management (Environmental Policy Implementation), and another on Environmental Law and Conventions.

10. UNEP supports capacity building in developing countries, including for conducting scientific assessments at national and sub-regional level. The Bali Strategic Plan for Technology Support and Capacity-building was adopted by the 23rd Session of UNEP GC in 2005, as a framework for UNEP to strengthen the capacity of governments in developing and transitional economy countries to achieve environmentally sustainable outcomes consistent with the programmatic goals of the Council. The Bali Strategic Plan mandates UNEP to develop and keep updated a database giving access to information on major existing technology support and capacity-building activities, such as those undertaken by UNEP, with links to the programmes of relevant partners, and establishes South-South Cooperation as one of the primary mechanisms for the implementation of the capacity building and technology support objectives set forth in the plan.

11. UNEP has many successful ongoing partnerships with UN organizations and other partners across a range of intergovernmental, scientific and broader civil society organizations to support the uptake of science into policy. Through the Major Groups and Stakeholders Branch, UNEP involves a wide range of stakeholders across all Major Groups involved in the fields of sustainable development, biodiversity conservation, natural resources management, and economics. UNEP has considerable experience with the administration of partnership, donor and programmatic funds, and is currently administering a portfolio of over eighty trust funds.

UNEP and IPBES

12. UNEP has been central to the discussions on strengthening the science-policy interface on biodiversity and ecosystem services from the outset. Following from UNEP's hosting of the MA, and support to the International Mechanism on Scientific Expertise for Biodiversity (IMoSEB), UNEP convened an Intergovernmental and Multistakeholder meeting to discuss IPBES (Putra Jaya, Malaysia 10-12 November 2008). The outcomes of the first meeting on IPBES were presented to the 25th session of the UNEP GC, which adopted decision 25/10 on IPBES, calling for UNEP to undertake a further process to explore ways and means to strengthen the science-policy interface. The decision requested UNEP to convene a second intergovernmental multi-stakeholder meeting on IPBES in 2009, which was held in Nairobi, Kenya (5-9 October 2009). The 11th special session of the UNEP GC/ Global Ministerial Environment Forum was held in Bali, Indonesia, in February 2010, where the outcomes of the second meeting on IPBES were presented. Consequently, decision SS.XI/4 on IPBES was adopted which endorsed the Executive Director of UNEP to organize a final IPBES meeting.

13. The third and final meeting on IPBES was convened by UNEP in June 2010 (Busan, Republic of Korea), and its outcomes, including the decision to establish IPBES, were considered by the 65th session of the UNGA, which in its resolution 65/162, requested UNEP to convene a Plenary meeting to determine the modalities and institutional arrangements for IPBES. In its 26th session, through decision 4, the UNEP GC decided to convene the Plenary meeting based on the request by the UNGA in consultation with all relevant organizations and bodies, in order to fully operationalise the Platform. UNEP GC Decision 26/4 also requested the Executive Director of UNEP to continue to facilitate the process to implement the Platform until such time as a Secretariat is established, and further invited the Executive Director of UNEP to submit an offer of interest to be considered along with other offers, signifying the interest of UNEP to host or otherwise support the IPBES Secretariat.

UNITED NATIONS EDUCATIONAL, SCIENTIFIC AND CULTURAL ORGANIZATION (UNESCO)

Mandate, functions and experience

14. UNESCO's mandate is to contribute to peace building, poverty eradication, sustainable development and intercultural dialogue through education, the sciences, culture, communication and information. The Organization focuses on five overarching objectives: mobilizing science knowledge and policy for sustainable development; attaining quality education and lifelong learning; addressing emerging social and ethical challenges; fostering cultural diversity, intercultural dialogue and a culture of peace; and building inclusive knowledge societies through information and communication. Since its inception in 1945, UNESCO has developed and run intergovernmental bodies, programmes and arrangements on the basis of modalities similar to those upon which IPBES will operate. To date thirty-five UNESCO Institutes and Centres also contribute to programme priorities in the natural sciences.

15. UNESCO's longstanding intergovernmental and international sciences programmes in the areas of water, oceans and terrestrial ecosystems have extensive networks amongst the scientific communities of direct relevance to IPBES. In addition, UNESCO plays an active and longstanding role in setting normative standards in the field of the environment. Examples are the World Heritage Convention, to which UNESCO provides the Secretariat; and the Convention on Wetlands (the Ramsar Convention), for which UNESCO acts as the legal depositary. UNESCO convenes on a periodic basis and provides services to the statutory meetings of the governing bodies of its intergovernmental and international scientific programmes and the meetings of the parties to its conventions.

16. Several of UNESCO's intergovernmental and international scientific programmes address issues related to biodiversity and ecosystem services. The International Hydrological Programme (IHP)

addresses *inter alia* ecohydrology and freshwater ecosystems; the UNESCO-hosted UN World Water Assessment Programme (WWAP) coordinates the *World Water Development Report (WWDR)*, which encompasses a biodiversity and ecosystem services component; the IOC, deals *inter alia* with inventorying marine biodiversity and the generation of knowledge on ocean processes and marine biodiversity, and contributes to the Global Process on the Monitoring and Reporting on the Status of the Marine Environment; and the Man and the Biosphere (MAB) Programme fosters international cooperative research and capacity building on terrestrial biodiversity and ecosystem services through the World Network of Biosphere Reserves. UNESCO's Programme on the Management of Social Transformations (MOST) covers the same functions on the social sciences side. IHP, IOC, MAB and MOST rely on a system of national committees to catalyze efforts to generate new knowledge by engaging in dialogue with key national scientific organizations, policymakers and funding organizations. UNESCO's implication in assessment related work includes its co-sponsoring of the MA and the IAASTD. UNESCO, in cooperation with other UN agencies and organizations, also established the Global Ocean Observing System (GOOS) and the Global Terrestrial Observing System (GTOS).

17. UNESCO promotes the participation of its Member States and scientists in international biodiversity research programmes and in global observing systems that focus on parameters and processes relevant to biodiversity and ecosystem services, including satellite monitoring of natural World Heritage sites and other relevant sites. UNESCO is one of the founders and co-sponsors of the international research programme DIVERSITAS and of the Programme on Ecosystem Change and Society (PECS), which provide an international multi-disciplinary research framework to address complex scientific questions posed by the loss and change in biodiversity.

18. UNESCO's science policy and capacity building programmes can assist with the policy response and capacity building functions of IPBES, especially through the provision of technical assistance to make identified policy responses operational in the context of relevant national strategies and action plans. Due to its mandate in culture, UNESCO is also well placed to support that assessments and other activities under IPBES take into account cultural services and the influence of human factors on biodiversity. The World Commission on the Ethics of Scientific Knowledge and Technology (COMEST), led by UNESCO, can assist the assessment and policy responses functions by the formulation of ethical principles that could provide decision-makers with criteria that extend beyond utilitarian considerations. This aspect could be crucial to ensure IPBES' relevance and meaningfulness.

UNESCO and IPBES

19. UNESCO contributed to the Pilot Analysis of Global Ecosystems (PAGE, 2000) project, which led to the design of the MA. UNESCO was a co-sponsor of the MA, a member of its Bureau, as well as of the MA Follow-up Consortium, which led to the SGA; and to the design of international research programmes to fill knowledge gaps identified by the MA, as exemplified by PECS.

20. In 2005, France and UNESCO organized an International Conference on Biodiversity Science and Governance. The main outcome of the Conference was the decision to initiate a consultative process on an IMoSEB, which later converged with the MA follow-up process into the single intergovernmental and multi-stakeholder process on IPBES.

21. UNESCO's 185th Executive Board session in October 2010 noted the important developments relating to biodiversity science and policy during the 2010 International Year of Biodiversity, including the Busan Outcome. The Board took note of UNESCO's intention to seek institutional association with the Platform, if established. The Board expressed its satisfaction at the excellent cooperation between UNESCO and UNEP, UNDP and FAO in relation to IPBES and its expectation that such cooperation would continue until the Platform is formally established and thereafter. UNESCO's 36th General Conference session in November 2011 adopted UNESCO's Programme and Budget 2012-2013, which includes an expected result on sustainable and equitable use of biodiversity and ecosystem services. To this end, the UNESCO-wide Biodiversity Initiative (encompassing the social sciences, cultural aspects, communication, education and public awareness) will improve understanding of and seek solutions to the loss of biodiversity and ecosystem services. UNESCO's participation in and support to IPBES will constitute an integral part of the UNESCO Biodiversity Initiative.

FOOD AND AGRICULTURE ORGANIZATION OF THE UNITED NATIONS (FAO)

Mandate, functions and experience

22. FAO's mandate is to raise levels of nutrition, improve agricultural productivity, better the lives of rural populations and contribute to the growth of the world economy. Biological diversity and the related ecosystem services are of pivotal importance in fighting hunger and achieving food security for all. Objective information on and thorough analysis of the state of the world's biodiversity are key requirements for the development of effective policies aiming at the conservation and sustainable use of biodiversity for food and agriculture. FAO, through its bodies, treaties, conventions and agreements, is involved in various country-driven assessments of (components of) biodiversity.

23. FAO has a proven track record of providing periodic assessments of the state of the world's (components of) biodiversity for food and agriculture. FAO's intergovernmental Commission on Genetic Resources for Food and Agriculture (Commission) has overseen the preparation by FAO of two global assessments on biodiversity for food and agriculture: *The State of the World's Plant Genetic Resources for Food and Agriculture* (1996, second Report in 2010) and *The State of the World's Animal Genetic Resources for Food and Agriculture* (2007). In response to and based on these assessments, the Commission developed policies, action plans, codes of conduct and the International Treaty on Plant Genetic Resources for Food and Agriculture all of which confirm the relevance of credible scientific information and analysis for the development of effective policies for the conservation and sustainable use of biodiversity for food and agriculture, at national and international level.

24. The Commission's rolling 10-year Programme of Work foresees global assessments of the state of the world's plant, animal, forest and aquatic genetic resources for food and agriculture which shall ultimately lead to the first ever integrated global assessment of *The State of the World's Biodiversity for Food and Agriculture* (due in 2017). Currently, the Commission has three subsidiary Intergovernmental Technical Working Groups on Plant Genetic Resources, on Animal Genetic Resources for Food and Agriculture and on Forest Genetic Resources, to address issues specific to plant, animal and forest genetic resources for food and agriculture.

25. FAO is also responsible for the collection, compilation and analysis of data and information relevant to biodiversity for food and agriculture, in particular for forestry and fisheries. Relevant also are a number of FAO's global databases, including for example FAO's flagship report on the State of Land and Water Resources (SOLAW), national and regional land cover mapping of the Global Land Cover Network (GLCN), the Global Agro Ecological Zone programme (GAEZ), GTOS, FishStat Plus and the Global Land Degradation Assessment (GLADA). Flagship FAO publications, such as the Global Forest Resources Assessment (FRA), the State of the World's Forests (SOFO) and the State of World Fisheries and Aquaculture (SOFIA), regularly analyze issues relevant to biodiversity and ecosystem services. All these assessments guide the policy formation of FAO Members and Governing Bodies. Recent issues of the annual *The State of Food and Agriculture* have also tackled matters of interest to this process, such as biofuels (2008), paying farmers for environmental services (2006) and agricultural biotechnology (2004).

26. FAO cooperates with other international organizations, processes and mechanisms that aim to strengthen cooperation between governments, and with intergovernmental mechanisms in the development of analyses of the state of biodiversity and ecosystem services and their relationship with human well-being to support decision-making across scales. For example, FAO has been involved in the Global Biodiversity Outlook (GBO), the MA and IAASTD.

27. FAO and UNEP have jointly introduced the Prior Informed Consent (PIC) procedure in 1989 and jointly perform the Secretariat functions for the Rotterdam Convention. FAO's part of the Secretariat capitalizes on cooperation with its regional and sub-regional offices as well as on the existing pillars of work towards pesticide risk reduction. By providing tools on data collection on hazardous pesticide formulations and particular resource kits, the Secretariat contributes to building the capacity of assessing and managing the risks to human health and the environment posed by pesticides.

28. Capacity building has been at the heart of FAO's mandate since its foundation. Today, it is a core function highlighted in the Organization's new strategic framework, encouraging developing nations

to design and implement national policies that will help reduce poverty and foster food security through sustainable agriculture, rural development and the conservation and sustainable use of biodiversity.

FAO and IPBES

29. The FAO Conference, the highest governing body of FAO, at its 37th Session, noted the outcome of the third meeting of the ad hoc open-ended intergovernmental and multi-stakeholder meeting on an IPBES. It recognized FAO's experience and long-standing role in relation to periodic assessments of the state of the world's genetic resources for food and agriculture and other assessments relevant to biodiversity and eco-system services and welcomed the decision of Governments to establish IPBES. The FAO Conference, through Resolution 14/2011 requested the Director-General of FAO to work closely with UNEP and other relevant international organizations and bodies in the preparation of the forthcoming meetings for the operationalization of IPBES and *authorized* the Director-General to offer to establish and (co-) host, or otherwise support IPBES with other relevant international organizations, provided that costs be met through extra-budgetary resources with appropriate administrative and operational support costs reimbursed in accordance with the prevailing FAO Support Cost Policy.

UNITED NATIONS DEVELOPMENT PROGRAMME (UNDP)

Mandate, functions and experience

30. Established in 1966, UNDP is the United Nations' global development network, an organization advocating for change and connecting countries to knowledge, experience and resources to help people build a better life. Working on the ground in 177 countries, UNDP supports countries to build and share solutions to the challenges of: Democratic Governance; Poverty Reduction; Crisis Prevention & Recovery; Environment & Energy; and HIV/AIDS. In each country office, the UNDP Resident Representative also often serves as the Resident Coordinator of development activities for the United Nations system as a whole. Through such coordination, UNDP seeks to ensure the most effective use of UN and international aid resources.

31. UNDP's core service to countries is providing sustainable and measurable capacity development based on demand. Through a global and regional network of practitioners UNDP conducts research and analysis, provides policy advice, and contributes technical expertise on designing and conducting capacity assessments, formulating capacity development responses, and measuring return on capacity development investments.

32. In the area of Environment & Energy, UNDP focuses on biodiversity and ecosystem services, climate change, energy, water, drylands, and chemicals. UNDP enhances national and local capacity to integrate environment into development strategies, build partnerships, secure resources, and implement programmes in the transformation of their societies to sustainable, low-carbon, climate-resilient paths of development.

33. In the area of biodiversity and ecosystem services, UNDP is committed to building the capacities of developing countries and economies in transition to manage their biodiversity in line with their own priorities and needs. Through the provision of sound policy advice, and the development and implementation of programmes that help demonstrate sound biodiversity management practices on-the-ground and build capacity to sustain them, UNDP helps more than 140 countries to conserve and sustainably use biodiversity, and to secure ecosystem services that are vital to human welfare and their development efforts.

UNDP's global portfolio of biodiversity and ecosystems projects includes work on the ground through signature programmes on unleashing the economic potential of Protected Areas, and mainstreaming biodiversity objectives into economic sector activities. A growing number of joint projects also include sustainable land and forest management, climate change adaptation and mitigation, and there is a strong focus across the portfolio on biodiversity-based livelihoods and poverty alleviation. These projects have a major element of capacity building, particularly at the level of institutions and the enabling environment, and the group has developed and captured best practice in this regard. In addition, the GEF Small Grants

Programme (SGP) implemented by UNDP has established operations in over 120 countries. A number of other UNDP environment programmes also contribute towards biodiversity management, including the joint Poverty–Environment Initiative, the UN-REDD Programme, UNDP’s GEF-supported International Waters Programme and initiatives of the Nairobi based Drylands Development Centre.

34. UNDP is also active in promoting South-South cooperation on the biodiversity science-policy interface, involving an extensive array of developing countries, pairs of countries and groups of countries. These collaborations support countries in developing their capacity through peer-to-peer learning and knowledge exchange.

UNDP and IPBES

35. Seeking to build on the value of the annual World Resources Report initiative, UNDP, as a co-sponsor, along with UNEP, the World Bank and the World Resources Institute (WRI) called for the establishment of the MA in 1999, and were involved in the subsequent MA process. UNDP also participated in the MA follow-up process, in particular to provide tools and methodologies to help countries manage their environment and natural resources to maximize access to the critical ecosystem services that society depends on. UNDP has also been active in the consultative process on the IMoSEB.

C. RATIONALE OF THE JOINT PROPOSAL

36. A joint proposal of the four UN organizations allows the joint and collective benefits of the organizations to be brought to bear on the administration of the IPBES Secretariat. Building on existing collaborations in support of numerous partnerships, MEAs and other intergovernmental processes, these include the collective networks of the organizations, the widespread collective national, regional and global presence, the collective financial and oversight capacities, the collective capacity for putting in place arrangements for IPBES meetings, in addition to the various benefits of joint communications for IPBES, and the collective scope of programmatic linkages between the organizations’ Programmes of Work and IPBES. A range of ongoing joint collaborations demonstrate the potential and effectiveness of such collective support that can be offered by the UN organizations to the provision of the IPBES Secretariat.

Networks, physical presence, financial and administrative capacity, and communications

37. Collectively, the four UN organizations provide headquarters in Nairobi, Paris, Rome, and New York, with presence in all regions and in over one hundred and seventy countries. The networks of the four organizations bring together scientific, capacity developing, policy support and administrative expertise across the globe. For example, the academic UNESCO University Twinning and Networking Chairs Programme includes over eight hundred institutions in over one hundred and thirty countries. National Commissions of the UN organisations form a vital link between the organisations, government bodies and civil society.

38. Each of the four organizations has extensive experience with administering regular programme as well as extrabudgetary funds provided by bilateral government donors, the UN system, the multilateral development banks, the European Commission, foundations and the private sector. FAO, UNDP and UNEP are accredited as GEF agencies, with UNESCO currently under consideration, and UNEP and UNESCO are accredited as Multilateral Implementing Entities under the Adaptation Fund.

39. Each of the organizations maintain strong internal oversight functions, with significant expertise in the evaluation of science and environment related projects and programmes, and have extensive experience in providing all necessary logistics for intergovernmental and international meetings including: conference facilities around the world; interpretation services in the six official languages of the UN; catering and medical services; exhibition and reception space, and remote conferencing capacities. Each organization also has significant and coordinated dedicated communications capacities, through the UNEP Division of Communications and Public Information, the UNESCO Sector for External Relations

and Public Information, the FAO Office of Corporate Communications and External Relations, and the UNDP Office of Communications. The organizations are already collaborating on the communications for IPBES through the coordination of websites, publications and media releases.

Previous and ongoing collaboration between the organizations:

40. The four organizations have coordinated bilaterally or collectively on almost all of the recent international assessment initiatives, including the MA, IAASTD, GBO, the Comprehensive Assessment of Water Management in Agriculture, the Assessment of Assessments, and the WWDR. The four organizations are also partners to UN-Water, UN-Oceans and UN-Energy along with several other UN organizations. These mechanisms promote coordination and coherence between UN organizations to support developing countries in their water, oceans and energy-related efforts to achieve the Millennium Development Goals. The UN-REDD Programme is a United Nations Collaborative initiative on REDD+ in developing countries. The Programme was launched in 2008 to assist developing countries prepare and implement national REDD+ strategies, and builds on the convening power and expertise of FAO, UNDP and UNEP. The joint UNDP-UNEP Poverty and Environment Initiative is a flagship collaboration addressing the links between ecosystems and human well-being. A similar flagship collaboration between UNEP and UNESCO is the Great Apes Survival Partnership (GRASP). All four organisations are active in the UN Environmental Management Group, including in the Issues Management Group on Biodiversity.

41. Collaboration on IPBES between the four organisations has been ongoing since the first intergovernmental and multistakeholder meeting on IPBES, including with input from all agencies on document preparation, agenda and meeting planning, stakeholder engagement and communications, and the development of a joint IPBES communication strategy of the UN Group.

D. HOSTING MODALITIES AND PROPOSED COLLABORATIVE ARRANGEMENTS

POTENTIAL STRUCTURE OF THE IPBES SECRETARIAT

42. Responding to the functions agreed at the first session of the Plenary, and based on experience with establishing and operating other Secretariat structures, the following indicative proposal is made for the structure of a central IPBES Secretariat. Such a structure might also be appropriate as a central coordination unit for a distributed model for the IPBES Secretariat, although the final structure will necessarily depend on the final modalities and institutional arrangements for the Platform, and on the agreed budget for IPBES, in addition to the extent of technical support provided by the Secretariat to the implementation of the work programme, and the establishment of any regional structures.²

<i>Title</i>	<i>Grade</i>	<i>Function(s)</i>
Secretary	D1	Head of IPBES Secretariat
Senior Programme Officer	P5	Support to work programme delivery, and Deputy Secretary
Financial Officer	P3	Management of budget and Trust Fund
Programme Officer	P3	Stakeholder engagement
Communications Officer	P3	Outreach and communications
Administrative Officer	P2	Logistics and meeting planning and support
Admin support staff (x3)	G5	Administrative support to IPBES operations

43. In addition to the above administrative Secretariat staffing, further staffing at Programme Officer level (P3/P4 Grade) might also be required to support regional structures and working groups as necessary (for example one staff member for each region/working group) with associated administrative support. Costing for these posts will depend upon the selection of the Secretariat location(s).

44. It is proposed that the IPBES Secretary be fully funded from the IPBES Trust Fund, with other positions being resourced either from the IPBES Trust Fund or through secondments of fully dedicated staff from the UN organizations. Such secondment arrangements will depend on the approval of the respective UN organizations, including of their governing bodies as necessary.

POTENTIAL OPERATING MODALITIES AND COLLABORATING ARRANGEMENTS

45. Pending the decision on the final modalities and options for the institutional arrangements of the IPBES Secretariat (in line with paragraph 22 of Annex II to UNEP/IPBES.MI/1/8), the four UN organizations have agreed in principle on the following approach with regard to their collective and individual roles in the administration of the IPBES Secretariat.

46. The four UN organizations would collaboratively oversee Secretariat responsibilities for IPBES. To ensure each organization contributes to the overall functioning of the IPBES Secretariat, and that inputs to the Secretariat from the organizations are well coordinated, the four UN organizations would establish an *IPBES Management Group* of senior staff from each of the organisations to oversee, in consultation with the IPBES Bureau, the administrative work of the IPBES Secretariat.

47. Functions of the IPBES Management Group would include the selection, in consultation with the IPBES Bureau, of the Secretary of the IPBES Secretariat and appraising his/her performance, as well as administrative oversight of the Secretariat's staff situation, including the secondment of staff to it. The Secretary of the IPBES Secretariat, under authority from the IPBES Management Group would carry out, under the direction of the Plenary and in consultation with the IPBES Management Group, the administrative functions related to the daily operations of the Secretariat.

² Further details on costs for UN staff and the post adjustment for different duty stations can be found at the *International Civil Service Commission (ICSC)* website, www.icsc.un.org

48. A draft agreement on Collaborative Arrangements between the four UN organizations to provide Secretariat support to IPBES is contained in the Appendix to this joint proposal. It is anticipated that these collaborative arrangements will be updated in the light of the outcomes of the second meeting of the Plenary on IPBES in April 2012, and subsequently agreed by the Heads of the four UN organizations and, as appropriate, the organizations' governing or management bodies.

49. In relation to the current options on a centralized or distributed IPBES Secretariat, the four UN organizations envisage potentially different scenarios for how the administrative, technical and programmatic, and communications support might be provided by and to the IPBES Secretariat:

- in a centralized Secretariat model, administrative and technical support, and communications functions, might be provided centrally, whereas programmatic support either in relation to the four overall functions or to specific functions of the Platform might be provided at the regional level through the presence of the four UN organizations or other entities;
- in a distributed Secretariat model, support to both the administrative and programmatic operations of the Platform would be provided at the regional level, with a small global coordination unit providing overall coordination of administrative and communications functions, and supporting global assessment and other activities as appropriate.

50. In either scenario, coherence will need to be ensured across the IPBES Secretariat and between the UN organizations, and regardless of the final arrangements on the structure (centralized or distributed) of the IPBES Secretariat, the four UN organizations have agreed that:

- staff of the IPBES Secretariat would be appointed in accordance with the rules of one of the four UN organizations only, and the four UN organizations would provide and second staff to the IPBES Secretariat in line with the decisions and authorizations of their respective management and/or governing bodies;
- the four UN organizations could provide programmatic support to the IPBES Plenary and any of the Plenary's subsidiary bodies, working groups and other structures established to implement the Platform's work programme consistent with their relevant expertise. For example, under the oversight of the Secretary of the Secretariat, UNDP might provide programmatic support to the implementation of capacity building activities, UNESCO to knowledge generation activities, and UNEP and FAO to assessment activities, while all four organizations would provide programmatic support to the implementation of policy response activities. Such an arrangement would not prevent any of the four UN organizations to provide, as appropriate, programmatic support to the implementation of activities for which any other of the four UN organizations takes a leading role;
- the four UN organizations would explore networking between the IPBES Secretariat and relevant thematic and regional technical structures, including relevant thematic and regional technical structures of the four UN organizations, and would establish and implement networking both within the IPBES Secretariat and between the Secretariat and relevant partners and stakeholders through Internet-based technologies.

APPENDIX

Draft

Collaborative Arrangements between the United Nations Environment Programme (UNEP), the United Nations Educational, Scientific and Cultural Organization (UNESCO), the Food and Agriculture Organization of the United Nations (FAO) and the United Nations Development Programme (UNDP) for performance of the functions of the Secretariat of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services (IPBES)

The United Nations Environment Programme (UNEP), the United Nations Educational, Scientific and Cultural Organization (UNESCO), the Food and Agriculture Organization of the United Nations (FAO) and the United Nations Development Programme (UNDP) (hereinafter referred to as “the Organizations”):

Noting the agreement reached by the Third Ad Hoc Intergovernmental and Multi-Stakeholder Meeting on an Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services (7-11 June 2010), that an intergovernmental science policy platform for biodiversity and ecosystem services should be established to strengthen the science-policy interface for biodiversity and ecosystem services for the conservation and sustainable use of biodiversity, long-term human well-being and sustainable development, with the following overarching functions:

- IPBES should identify and prioritize key scientific information needed for policymakers at appropriate scales and catalyse efforts to generate new knowledge by engaging in dialogue with key scientific organizations, policymakers and funding organizations, but should not directly undertake new research;
- IPBES should perform regular and timely assessments of knowledge on biodiversity and ecosystem services and their interlinkages, which should include comprehensive global, regional and, as necessary, subregional assessments and thematic issues at appropriate scales and new topics identified by science and as decided upon by the Plenary. These assessments must be scientifically credible, independent and peer-reviewed, and must identify uncertainties. There should be a clear and transparent process for sharing and incorporating relevant data. The new platform should maintain a catalogue of relevant assessments, identify the need for regional and subregional assessments and help to catalyse support for subregional and national assessments, as appropriate;
- IPBES should support policy formulation and implementation by identifying policy-relevant tools and methodologies, such as those arising from assessments, to enable decision makers to gain access to those tools and methodologies, and, where necessary, to promote and catalyse their further development;
- IPBES should prioritize key capacity-building needs to improve the science-policy interface at appropriate levels and then provide and call for financial and other support for the highest-priority needs related directly to its activities, as decided by the Plenary, and catalyse financing for such capacity-building activities by providing a forum with conventional and potential sources of funding.³

Noting that the first session of the Plenary meeting to determine modalities and institutional arrangements for IPBES (3-7 October 2011), invited the Organizations to submit a joint proposal for hosting the IPBES administrative Secretariat and that this joint proposal should highlight possible collaborative arrangements, including electronic networking, and clarify the responsibilities of each entity;⁴

Whereas the administrative functions of IPBES were agreed at the second session of the Plenary meeting to determine modalities and institutional arrangements for IPBES;⁵
HAVE AGREED AS FOLLOWS:

3 Cf. UNEP/IPBES/3/3, Annex, paragraph 6.

4 UNEP/IPBES.MI/1/8, Annex III, paragraph 6.

5 UNEP/IPBES.MI/1/8, Annex II, paragraph 20.

1. General Principles

- 1.1 The functions of the Secretariat are those set out in [reference to final document identifying the functions of the IPBES Secretariat].
- 1.2 Pursuant to the functions of the Secretariat, and the provisions of these Collaborative Arrangements, the Organizations will jointly perform secretariat responsibilities for IPBES.
- 1.3 Each organization will assume the responsibilities as described in these Collaborative Arrangements, in support of the effective and efficient performance of the functions of the IPBES Secretariat.

2. Working Mechanisms

- 2.1 The Organizations will share the overall responsibility for carrying out the responsibilities indicated in these Collaborative Arrangements. The Organizations designate senior representatives to represent them in the IPBES Management Group which is composed of one representative from each of the Organizations.
- 2.2 The IPBES Management Group will, in consultation with the Bureau of the Plenary, oversee the administration of the Secretariat.
- 2.3 The Secretary of IPBES, who will head the IPBES Secretariat, will be selected jointly by the IPBES Management Group, in consultation with the Bureau of the Plenary, and will be appraised by the IPBES Management Group in consultation with the Bureau of the Plenary. The Secretary of IPBES will be appointed for an initial term of three years by [UNEP] or [UNESCO] or [FAO]⁶.
- 2.4 The IPBES Secretariat fulfills the following indicative administrative functions:
- (a) Organize and provide administrative support for meetings, including the preparation of documents and reports to the Plenary and its subsidiary bodies as needed;
 - (b) Assist the officers of the Plenary [and any subsidiary bodies established by the Plenary] to undertake their respective functions as decided by the Plenary, including facilitating communication between the various stakeholders of IPBES;
 - (c) Facilitate communication among any working groups that might be established by the Plenary;
 - (d) Disseminate public information and assist in outreach activities and in the production of relevant communication materials;
 - (e) Prepare the draft budget of IPBES for submission to the Plenary, manage the trust fund[s] and prepare any necessary financial reports;
 - (f) Assist in mobilizing financial resources;
 - (g) Assist in facilitating the monitoring and evaluation of the work of IPBES.
- 2.5 The Organizations will provide and second staff to the IPBES Secretariat in line with the decisions and authorization of their respective management and/or governing bodies, and the budget approved by the Plenary.
- 2.6 Staff within the IPBES Secretariat will be appointed in accordance with the rules of [UNEP] or [UNESCO] or [FAO]. In appointing staff, subject to the paramount importance of securing the highest standards of efficiency and of technical competence, [UNEP] or [UNESCO] or [FAO] shall pay due regard to the importance of selecting personnel recruited on as wide a geographical basis as is possible with attention to gender equality.

6 It is expected that one of the three organizations will be determined to perform this function

3. Administration of the IPBES Trust Fund

2.7 [UNEP] or [UNESCO] or [FAO] or [UNDP]⁷ will receive and administer the funds for the purpose of the IPBES in accordance with its rules and regulations. For this purpose, [UNEP] or [UNESCO] or [FAO] or [UNDP] will establish an appropriate trust fund, and make arrangements to receive exceptional additional financial contributions in line with its rules and regulations.

4. Final clauses

2.8 These Collaborative Arrangements shall be deemed to constitute an agreement between the Organizations and shall enter into force upon signature by them or their authorized representatives

2.9 These Collaborative Arrangements may be amended or terminated as agreed between the Organizations.

2.10 Each organization may withdraw from this agreement at any time by giving notice to the other organizations and the Plenary one year in advance of the withdrawal date. The Organizations shall, in such case, take all necessary measures to wind up joint activities under this agreement in an appropriate manner to ensure the continued performance of secretariat responsibilities.

7 It is expected that one of the four organizations will be determined to perform this function